

North Cumberland Fire District

Meeting Minutes

September 16, 2009

Present:

Edward LeBlanc, Chairman

John Aharonian

Robert Audette

Brian Campbell

Matthew Gannon

Paul Lindquist

John Patrick McCoy

Michael Spaziani

Absent:

Others Present:

David DelVecchio, Chief

Fay Dakake, Clerk

Martin Klara, Tax Collector

Robert J. Murray, Treasurer

Opening:

The regular meeting of the North Cumberland Fire District (NCFD) was called to order at 7:03 p.m. on Wednesday, September 16, 2009, by Chairman LeBlanc.

A. Approval of the Minutes

Motion was made by Mr. Gannon, seconded by Mr. McCoy, to accept the minutes for the meeting of August 19, 2009 as written. All in favor. So voted.

B. Treasurer's Report

Treasurer Murray submitted, reviewed and commented on each report (attached) to include:

August YTD

- Returned funds created a reduction of expenses in both the Radio Equipment & Repairs and First Aid Equipment line items.**

- **\$15,000. received for the sale of the truck.**
- **Quarterly excise tax payment received.**
- **Typographical/calculation error on line item 6550 Hydrant Fees will be corrected.**

Balance Sheet

A cash balance of \$122,000 at the end of August required the liquidation of CD's at both Dexter Credit Union and Freedom Bank. Fees were incurred. Tax payments are being received and balances are increasing.

Treasurer Murray reported the set up for the electronic transfers of the 457b Plan funds has been completed and will commence at the end of the month with the September monthly contribution. Starting in October electronic transfers will be made weekly. He asked the Chief if any changes were made to contributions, that he be notified immediately.

Motion was made by Mr. Lindquist, seconded by Mr. McCoy, to accept the Treasurer's Report for August, 2009 with correction to the Hydrant Fees line item. All in favor. So voted.

C. Tax Collector's Report

Tax collector Klara submitted the following reports (attached):

Tax Collector's Report dated August 2009 (2) for July 2009

The original report was held over from the last meeting with a question regarding the total taxes due figure. Mr. Klara changed the format of his report to list taxes due in fiscal years rather than calendar years.

Motion was made by Mr. Audette, seconded by Mr. Lindquist, to accept the Tax Collector's report dated August, 2009 (2). All in favor. So voted.

Tax Collector's Report dated September 2009 for August 2009

Motion was made by Mr. McCoy, seconded by Mr. Campbell, to accept the Tax Collector's report for September, 2009. All in favor. So voted.

Mr. Klara asked for direction on accounting of report fees collected. It was decided they will go in the General Account and listed as a fee.

Discussion ensued regarding the timely submission of all reports.

D. Chief's Report/Monthly Expenditures

Chief DelVecchio submitted his monthly report for August 2009, including bills and receipts – August 2009. He highlighted the following:

- 130 calls in the month of August 2009. Forty-six more for the same month in 2008**
- Structure fire in District 1, Valley Falls**
- Personnel provided fire watch detail for Cumberland Fest**
- Participated with RI Bomb Squad training and course development for new program**
- Bristol Fire Department toured Engine 5**
- Brian Bernardo working to separate mutual aid on Response Times report**

Motion was made by Mr. Gannon, seconded by Mr. Audette, to

**accept the Chief's report with expenses for August, 2009. All in favor.
So voted.**

E. Committee Reports:

Financial Management, Budget, Taxes

Mr. McCoy had nothing to add to Mr. Murray's summation.

Apparatus/Buildings/Grounds

**As indicated in the Chief's report, the exterior stairs were repaired by
Dave Ferreira.**

Personnel/Labor Relations

No comment.

Negotiations

**Mr. Campbell requested a copy of the Chief's current contract, as it is
coming due in December.**

Labor Management

**A meeting of the Labor Management Committee was held on the 14th
of September. A meeting between VFIS and call personnel, to explain
coverage, was suggested. Chief DelVecchio agreed to arrange such
meeting.**

F. Old Business

PEBSCO (Nationwide)

As updated by Treasurer Murray during his report.

Station Construction

Chief DelVecchio, Deputy Mitchell, Lt. Emerson from the Department as well as Building Committee members Mr. Aharonian and Mr. Audette formed a committee to move forward with some planning as to a course of action to take, whether it be remodeling or new construction.

G. New Business

Touch-A-Truck

Firefighters Bernardo, Smith and Grenier were commended for organizing a Cumberland Touch-A- Truck program at Diamond Hill State Park. The same weekend is tentatively booked for next year.

Surplus Equipment

Chairman LeBlanc will e-mail Chief DelVecchio the written policy to sell surplus equipment developed by the Board along with Chief Gendreau.

Hiring Guidelines

In anticipation of establishing a new hiring list, Chief DelVecchio compiled new hiring guidelines. In review of the suggested guidelines it was decided to adjust the Application and Selection Process to

read:

Written Examination 55%

Oral Interview 30%

NCFD Call Firefighter 6% (2% for each “active” year)

NFPA 101 Certified 5%

EMT Cardiac License 4%

Chief DelVecchio will review the hiring guidelines with the Union.

Service Fee Billing

A draft of a resolution establishing and implementing a program to charge user fees (incomplete) for the deployment of public safety services rendered by the North Cumberland District was created and distributed by Chief DelVecchio. He has worked with Fire Recovery USA, who has set the fee schedule in the exhibit based on national recognized cost recovery amounts. Fire Recovery USA will file claims on NCFD’s behalf incurring an 80%, 20% split of the recovery.

Chief DelVecchio will e-mail, to all the Board members, a final draft of Exhibit A and the contract to be reviewed.

Flu Clinic

A flu clinic has been scheduled for October 7, 2009 from 2:00 pm to 7:00 pm for Department personnel, call firefighters, Board members and their families (age 19 and older). Fees may apply depending on

the individual's health coverage.

FM Global Grant

Firefighter Brian Bernado applied for a grant for fire prevention, education and pre-planning. A check in the amount of \$2,500.00 was presented from FM Global. A press released has been prepared.

Web Site

Firefighter Bernado has updated www.northcumberlandfire.com

H. Public Comment

None.

Executive Session per R.I.G.L. 42-46-5 (1), 42-46-5 (2)

Motion was made by Mr. Lindquist, seconded by Mr. Spaziani and unanimously carried to enter into Executive Session in accordance with R.I.G.L.42-46-5 (1) and 42-46-5 (2) at 8:31 p.m.

Return to Public Meeting

Motion was made by Mr. Gannon, seconded by Mr. Lindquist and unanimously carried to keep the Executive Session minutes closed.

Adjournment

Motion was made by Mr. Lindquist, seconded by Mr. Spaziani and unanimously carried to adjourn the public meeting at 8:57 p.m.

Minutes submitted by: Fay Dakake, Clerk

Approved by: Edward LeBlanc, Chairman
